

MACRS OFFICERS DUTIES

These duties are above and beyond those already listed in the constitution and by-laws.

PRESIDENT:

Work with Executive Board and LTAP in setting up district and annual meetings.

VICE-PRESIDENT:

Coordinator of annual meeting.

Work with Executive Board and LTAP in setting up program and speakers for the annual meeting:

Meetings: Mandatory attendance

- District Meetings as many as possible
- Planning Meeting
- Executive Board Meeting
- Annual Meeting
- June Meeting

SECRETARY-TREASURER:

Work with LTAP on all money matters and fee collections.

DISTRICT REPRESENTATIVES:

Encourage counties in your district to be active members of MACRS.

Communicate with counties in your district to receive their input on training or any other help that MACRS may be able to assist with.

Work with LTAP with setting up district meeting.

Preside at district meeting, taking notes on what counties would like presented at annual meetings.

Provide notes to LTAP.

Meetings: Mandatory attendance

- Planning Meeting: Held in November to Plan spring conference
- Executive Board meeting: Report on your district meeting & current events
(held Monday evening of spring conference week)
- Annual meeting: Review spring conference & elect officers and reps (Held on the Thursday at the end of spring conference week)
- June Meeting: Held in Bozeman to review possible fall & winter training
- When district rep leaves office they should make a recommendation for their replacement.

MACO REPRESENTATIVE:

Liaison between MACRS and MACo.

Attend MACo meetings as deemed necessary to keep communications open between the two organizations.